

STERLING PUBLIC SCHOOLS ACTIVITIES HANDBOOK

Participation in competitive interscholastic athletics or Co-Curricular activities, referred to throughout as “Co-Curricular activities”, is a privilege, not a right. By accepting the privilege of participation in athletic or Co-Curricular activities, the student becomes a representative of both Sterling High School and Sterling Public Schools, whether the student is on the playing field, in competition, in practice, in the classroom, or in the community.

The decision to participate in athletics or Co-Curricular activities, therefore, involves a commitment by the student to adhere to the rules outlined in this Co-Curricular Activities Handbook. It is the responsibility of each Activity Sponsor to inform the participating students and his/her parent(s)/guardian(s) about the Co-Curricular Activities Handbook and to enforce the Code in a fair and consistent manner. Each student is responsible for adhering to the Co-Curricular Activities Code of Conduct, which follows below, and for adjusting his/her behavior accordingly to ensure a positive experience for all District students.

CO-CURRICULAR ACTIVITIES: OBJECTIVES

- To balance Co-Curricular activities with all other student academic responsibilities and considerations.
- To encourage, build, and promote the student participants’ moral character and physical development.
- To develop in each student participant a feeling of pride, a sense of accomplishment, and a desire to excel.
- To develop excellent athletic teams and Co-Curricular programs about which student participants, the District, and the community can be proud.
- To require that activities are free from prohibited substances at all times for all student participants.
- To promote a high regard for hard work and good sportsmanship.
- To help promote good sportsmanship at Sterling High School through the following programs:
 1. IHSA "Sport A Winning Attitude" Campaign
 2. National High School Federation "Be a Sport" Program

CO-CURRICULAR ACTIVITIES

Categories of activities which are subject to the rules outlined in the Co-Curricular Activities Handbook and the Co-Curricular Activities Code of Conduct:

All IHSA and IMEA Sponsored Competition:

- 1) Baseball
- 2) Basketball
- 3) Bass Fishing
- 4) Bowling
- 5) Cross Country
- 6) Football
- 7) Golf
- 8) Softball
- 9) Swimming
- 10) Tennis
- 11) Track
- 12) Volleyball
- 13) Wrestling
- 14) Cheerleading
- 15) Pon Pons
- 16) Soccer
- 17) Scholastic Bowl
- 18) Music Contests (all)
- 19) IHSA speech and drama
- 20) Math Team
- 21) World Youth Science and Engineering
- 22) Other approved activities

ACADEMIC ELIGIBILITY FOR CO-CURRICULAR ACTIVITIES

Semester Eligibility – No Pass No Play Policy (effective August 1, 2009)

Pursuant to Board Policy 7.245 the Board of Education believes that school-sponsored, school-supported Co-Curricular activities provide students with invaluable educational experience, as well as instructional skills and knowledge. The Board further recognizes, however, that a student's academic education must take precedence over participation in such activities. As such, and in accordance with Section 10-20.30 of the Illinois School Code, the Board has determined as follows:

- 1. All students in this District between grades 9 and 12, who participate in any school-sponsored activity, including school-supported athletic or Co-Curricular activities, shall maintain a minimum grade point average of 1.5 on a four (4) point system per semester.***
- 2. Any student who fails to meet the minimum requirements established in Paragraph 1 of this policy shall be suspended from further participation in any school-sponsored, school-supported or Co-Curricular activity for the semester immediately following the semester in which the student failed to maintain a minimum grade point average of 1.5 on a four (4) point system.***

Weekly Eligibility

1. On a weekly basis, each student participant must be passing at least four (4) academic high school classes, including physical education, to participate in his/her Co-Curricular activity. Each Wednesday by 3:00 p.m., the faculty will submit weekly student grades. The Activities Office will create an eligibility report and provide the report to each Activity Sponsor every Friday. The eligibility report will identify ineligible student participants. Ineligible students will not be permitted to participate in any practices, contests or competitions during the following calendar week, beginning Monday through Sunday. The Activity Sponsor will inform ineligible students of their status on the Friday the Sponsor receives the report. In the event a student believes the report is in error, the student may contact his/her teacher to discuss the weekly grade. If the teacher agrees the report was made in error, the teacher must submit the passing grade in writing to the Activities Office by 3:15 pm on Friday for the student to regain eligibility for the following week, beginning on Monday.
2. For the first instance of weekly academic ineligibility, the Activities Director will send a letter home informing the parent(s)/guardian(s). For the second instance of weekly academic ineligibility, the Activities Director will contact the student's parent(s)/guardian(s) and schedule a conference. For the third instance of weekly academic ineligibility, the student and parent(s)/guardian(s) must meet with the Activities Director to discuss possible removal from the team.

Additional Eligibility Requirements

Each student participant must satisfy the following requirements before he/she will be eligible to participate in Co-Curricular activities:

- 1. IHSA Eligibility Requirements (FOR IHSA SPONSORED ACTIVITIES ONLY)** – Each student participating in an IHSA activity must satisfy IHSA's eligibility requirements.
- 2. IMEA Eligibility Requirements (FOR IMEA SPONSORED ACTIVITIES ONLY)** – Each student participating in an IMEA activity must satisfy the IMEA's eligibility requirements.
- 3. Current physical exam (FOR IHSA SPONSORED ACTIVITIES ONLY)** - Each student participant must have a current physical exam form or statement from his/her doctor indicating that he/she is physically fit to participate in the athletic activity. A copy of this exam or statement must be on file in the Activities Office **before** the beginning of each school year. All physical exams are valid for one (1) calendar year from the date the physical was completed and signed by the student's physician.

4. **Activities Handbook Form** – The student participant and parent(s)/guardian(s) must review the **Co-Curricular Activities Handbook** and sign the signature page, agreeing to adhere to the terms and conditions outlined in the Handbook. The student participant must submit this signature page to the Activity Sponsor prior to participation in the Co-Curricular activity.
5. **Parent/student permission form** – Each student participant must complete and submit a *Parent/Student Co-Curricular Activity Permission Form*. The student and his/her parent(s)/guardian(s) must sign the permission form and complete the corresponding emergency contact information sheet **before** the student's participation in the activity. The parent(s)/guardian(s) must also verify on this permission form that the son/daughter is properly covered by medical insurance. The school district **DOES NOT** provide medical insurance coverage for injuries to students involved in Co-Curricular activities.
6. **Mandatory introductory meeting** - The student participant and at least one of his/her parent(s)/guardian(s) must attend a **mandatory introductory meeting** for the student's individual sport or activity in the beginning of each school year (for year-round activities) or before the beginning of the fall, winter or spring activity seasons (for seasonal activities). Each student and at least one of his/her parents/guardians is required to meet with the Activity Sponsor at the **mandatory introductory meeting** before the start of each season to discuss the Sponsor's expectations, eligibility requirements, the **Co-Curricular Activities Handbook** and the Co-Curricular Activities Code of Conduct. Failure of the student and the parent(s)/guardian(s) to attend the **mandatory introductory meeting**, or make alternate arrangements as described below, will result in the student not being eligible to participate in the activity for the year or season.
 - **Alternate Arrangements** – In the event the student and the parent(s)/guardian(s) is unable to attend the mandatory introductory meeting, the student and parent(s)/guardian(s) must contact the Activity Sponsor before the beginning of the year or season to arrange a time to view a videotape of the meeting and to arrange a time to meet with the Activities Director to discuss the Co-Curricular Activities Handbook and the Co-Curricular Activities Code of Conduct.
7. **Activities Fee** – Each student must submit payment of \$75.00, per activity (with a limit of \$225.00 per family, per year) **before** he/she will be considered eligible to participate or try-out for any Co-Curricular activity. In the event the student submits the activity fee and is cut from the team/organization pursuant to this Handbook's Cut Policy, the Activities Office will return the activity fee to the student in full. **However, the activity fee will not be returned if the cut is based on the student's improper behavior.**
8. **Medical Waivers/Excuses** - Students excused from Physical Education for medical reasons are not allowed to participate physically in practices, contests, competitions or performances until the student is released by his/her medical doctor. Individual exceptions may be made, but only with the approval of the Activities Director.

CUT POLICY

Student participants may be cut from any Co-Curricular activities.

Activity Sponsors may cut students from the team/organization based on the following criteria:

1. The availability of a sufficient number of uniforms/equipment for the students;
2. A limit on the number of student participants, as determined by the Activity Sponsor; or
3. Improper student behavior, including but not limited to: violations of the Co-Curricular Activities Code of Conduct.

The selection of the activity's members will be based upon:

1. Overall talent and ability;
2. Character and personality of the individual;
3. Work habits and loyalty to the program;
4. Positions needed on the team or activity; and
5. Academic eligibility, as defined on Page 2 of this Handbook.

ATTENDANCE REQUIREMENTS

1. In order to participate in a contest, competition, or performance scheduled on a school day, the student participant must have been in attendance at school for at least three (3) periods on the same school day. If an emergency situation (*i.e.*, death in the family, doctor's appointment, etc.) prevents the student from attending school for at least three (3) periods on the day of a contest, competition or performance, the student and/or parent(s)/guardian(s) **must contact the Activity Sponsor to report the emergency**. The Activity Sponsor maintains the discretion to allow the student to participate in the contest, competition or performance.
2. In order to participate in a scheduled contest, competition or performance, the student participant must attend the practice immediately before a contest, competition or performance. If a student misses the practice immediately before a contest, competition or performance, the Activity Sponsor, or designee, maintains the discretion to determine if the student will be allowed to participate in the contest, competition or performance based on the reason the student missed the practice.
3. If a student is absent on a Friday, the Activity Sponsor, or designee, maintains the discretion to determine if the student will be allowed to participate in a contest, competition or performance scheduled for the following day, on Saturday.
4. A student will not be allowed to participate in a contest, competition or performance on the day of a pre-arranged absence unless he/she has prior approval from the Activity Sponsor.
5. Field trips taken during the school day will be treated as if the student was in school. Students on field trips will be allowed to participate in contests, competition or performances scheduled for the same school day.
6. To be excused from a contest, competition or performance, the student must obtain written parental verification of the reason for the excused absence and submit the written verification to the Activity Sponsor in advance, or as soon as possible thereafter in emergency situations.
7. Additionally, each Activity Sponsor maintains the discretion to determine that his/her student participants will *only* be permitted a certain number of absences from practice and/or contest, competition or performance before the student's removal from the activity. Each organization's specific attendance requirements will be announced by the Activity Sponsor at the activity's mandatory introductory meeting.

STUDENT BEHAVIOR DURING PRACTICES/CONTESTS/COMPETITIONS/PERFORMANCES

It is each students' responsibility to learn and demonstrate proper behavior **at all times**. Students are expected to cooperate and facilitate learning for all participants during practices and/or meetings. The Activity Sponsor will **not** tolerate improper behavior. Therefore, if improper behavior is observed in practices, meetings, contests, competitions or performances, corrective disciplinary action will be taken pursuant to the Co-Curricular Activities Code of Conduct. The Activity Sponsor retains the discretion to discipline participating students for improper behavior, with such discipline to include, but not be limited to: suspensions/cuts from practice/contest/competition/performance. The Activity Sponsor will fully explain disciplinary consequences to each student at the mandatory introductory meeting before the year or season starts.

Any student who uses profanity toward any District Activity Sponsor, faculty member or any visiting school's coach or faculty member at a school-sponsored event will be disciplined pursuant to the Co-Curricular Activities Code of Conduct and the **Prohibited Student Conduct Section** in the Sterling High School Student Handbook.

OUT-OF-SCHOOL SUSPENSIONS/EXPULSIONS

Students who receive an out-of-school suspension will not be allowed to practice, meet or participate in a contest, competition or performance with his/her team/group during the duration of his/her suspension. Following the completion of an out-of-school suspension, the Activity Sponsor will make all decisions involving the student's subsequent participation in the Co-Curricular activity.

In the event a student is expelled from school due to an act of gross disobedience or misconduct, the student will immediately be expelled from participation in any Co-Curricular activity for the remainder of the student's academic career with the District.

STUDENT/PARENT(S)/GUARDIAN(S) COMMUNICATION GUIDELINES

If a student or his/her parent(s)/guardian(s) have any questions or concerns about the student's participation in the Co-Curricular activity, the student or parent(s)/guardian(s) should contact the Activity Sponsor to schedule a meeting time to discuss his/her/their concerns. Unless previously arranged between the parent(s)/guardian(s) and Activity Sponsor, the Activity Sponsor will not be available **BEFORE, DURING, OR IMMEDIATELY AFTER A CONTEST, COMPETITION OR PERFORMANCE** to discuss any questions/concerns. If the student, parent(s)/guardian(s) have discussed his/her/their concerns with the Activity Sponsor and the issue is not resolved, the student and parent(s)/guardian(s) should contact the Activities Director to schedule a meeting. The Activities Director will meet with the student, parent(s)/guardian(s) and Activity Sponsor to fully discuss the student's and/or parent(s)/guardian(s)'s concerns. **The Activities Director's decisions regarding the student's or parent(s)/guardian(s)'s questions/concerns will be final.**

DRESS CODE

The Activity Sponsor will communicate each activity's dress code policy at the mandatory introductory meeting. Students may be required to purchase uniforms or related clothing to participate in the activity. Students are required to adhere to the Activity Sponsor's dress code policies regarding proper attire at practices, contests, competitions or performances. Considerations will be given to students whose financial circumstances prevent them from purchasing certain types of clothes/spirit wear.

CARE OF SCHOOL UNIFORMS AND EQUIPMENT

All uniforms and equipment issued to the student participant by the school must be returned within one (1) week after the last contest, competition or performance of the year or season. Lost, non-returned, or stolen items are the responsibility of the student, and he/she must reimburse the District for all replacement costs of any school property issued but not returned. All damaged property must be replaced or repaired. The replacement or repair bill(s) is the responsibility of the student. No student will be allowed to receive an end-of-the-season or end-of-the-year award until all equipment and uniforms issued to him/her have been returned in good condition and accounted for. No student will be allowed to participate in any future Co-Curricular activities unless all equipment and uniforms have been returned and accounted for, or paid for if damaged or lost. Senior students who have outstanding unreturned uniforms or equipment, or outstanding unpaid bills for damaged or lost uniforms and/or equipment, will not be permitted to participate in the Sterling High School graduation ceremony.

TRANSPORTATION

In order to promote **SCHOOL SPIRIT**, all students are **required** to utilize District-provided transportation to and from all away contests, competitions or performances. A student may not arrive/leave with a parent(s)/guardian(s) before/after the contest, competition or performance unless his/her parent(s)/guardian(s) signs the *Transportation Athletic Request Form*. Any *Request Form* must be signed in the presence of the Activity Sponsor on the day of the contest, competition or performance. The student may **NOT** leave with anyone other than his/her parent(s)/guardian(s). Failure to follow these transportation guidelines will result in the student losing *Transportation Athletic Request* privileges for the remainder of the school year or season.

FRESHMAN AND SOPHOMORE ATTENDANCE AT HOME VARSITY CONTESTS

It is strongly recommended that all freshman and sophomore players stay for, and sit behind the varsity bench, during the home varsity contests.

BUILDING SECURITY GUIDELINES

Students are to report to their respective locker rooms and/or a practice area as soon as possible after school is over. After a practice/contest/competition/performance is over, students are **required** to leave the school building as soon as possible. If waiting for a ride, students should wait in the commons area between the cafeteria and the field house. Students are **NOT** allowed to be in the hallways any more than necessary between the end of the school day and the start of practice/contest/ competition/performance and following the conclusion of a practice/contest/competition/performance.

ACTIVITY AWARDS

Athletic Awards

1. Each student participant who becomes a member of a varsity team during the season, finishes the season **in good standing**, and meets the criteria set forth by the Activity Sponsor will be eligible to earn an award/letter/numeral. The Activity Sponsor will outline this and any additional criteria for earning an award/letter/numeral at the mandatory introductory meeting.
 - a. The Activity Sponsor retains sole discretion in presenting student athletes with awards.
 - b. **In Good Standing** is defined as:
 - I. The athlete finished the season with the team;
 - II. All equipment and uniforms have been returned, repaired or replaced at present day cost. (An athlete will be denied future equipment and the privilege of participation in athletics until the financial charges have been paid.);
 - III. The athlete has attended practice on a regular basis*; and
 - IV. The athlete has not been found to be in violation of the Co-Curricular Activities Code of Conduct during the season.

*In the event of a student injury, the Activity Sponsor may present the athlete his/her award(s) if injury or illness has prevented the student from finishing the season with the team.

Varsity Letters

1. Varsity athletes will receive **only one** (1) varsity "S". They will also receive one (1) sport pin per sport following the initial receipt of a varsity letter.
2. The second, third and fourth time an athlete has earned a varsity letter in the same sport, the athlete will receive one (1) bar and a certificate.

Numerals

A student athlete will earn his/her graduation year numerals after: (1) becoming a member of a school sponsored athletic sport; and (2) finishing the season **in good standing**.

Special Awards

Each Activity Sponsor may award various special awards to athletes specific to the particular sport or activity. The Activity Sponsor will determine the criteria and selection process for these special awards.

Senior Night

Senior athletes will be honored at a season home game. The student and his/her parent(s)/guardian(s) will be recognized for the student's participation, cooperation, and effort during the sports season. Senior athletes **are not** guaranteed playing time on a selected senior night, but they will be introduced with his/her parent(s)/guardian(s) before that game. Due to the weather and nature of fall and spring sports, Senior Night may be on the same night as Awards Night.

Attendance at Awards Night

Athletes are **required** to attend Awards Night after the season is completed. An unexcused absence may result in the athlete forfeiting his/her awards. In the event a student must miss Awards Night, the student should contact the Activity Sponsor as soon as possible beforehand and provide the Sponsor with his/her reasons for missing the event.

QUITTING THE TEAM/ACTIVITY

Any student who decides to quit an activity by giving verbal or written notice to the Activity Sponsor before the year/season is completed will not be allowed to re-join the activity for the remainder of the year/season. However, within twenty-four (24) hours after he/she informed the Activity Sponsor of his/her decision to quit, a student may ask the Activity Sponsor for permission to rejoin the activity. The Activity Sponsor will schedule a meeting with the Activities Director and the student to discuss the student's proposed return to the activity. The Activities Director retains sole discretion in deciding whether to allow the student to re-join the activity, and the Activities Director's decision is final.

Participation in Other Activities

After notifying the Activity Sponsor of his/her intentions to quit the activity, a student athlete will not be allowed to participate in a new sport before the end of the original sport season, unless given approval by the Activity Sponsor of the previous sport.

CO-CURRICULAR ACTIVITIES CODE OF CONDUCT

Definition of Offenses

Participation in Co-Curricular activities is a privilege, not a right. Accordingly, the Activities Director is authorized to suspend and/or expel students from the Student Activities Program for violations of the Code of Conduct. The following is a representative, not an exhaustive, list of offenses under the Code of Conduct. The Activities Director retains the discretion to discipline student participants for other inappropriate behavior not specified below:

Any use or possession of tobacco or nicotine products, on or off school property;

Any use, possession, sale, distribution, or attempt to obtain possession of prohibited substances, including, but not limited to: marijuana, controlled substances, steroids or other performance enhancing drugs, look-a-like drugs, or beverages containing alcohol, on or off school property (including a student's presence at a place where prohibited substances are being consumed in an unlawful manner, e.g., a party where alcohol is being consumed by minors.);

Gang and gang-related activities (*See Gang and Gang-Related Activities below*);

Hazing/Bullying (*See Hazing/Bullying below*);

Vandalism, theft or destruction of school property;

Engaging in any **Prohibited Student Conduct**, as defined in the Sterling High School Student Handbook and Board of Education policy;

Violation of IHSA rules and regulations, where applicable;

Beginning with the 2008-2009 school year, IHSA plans to test all student athletes for performance-enhancing drugs. IHSA will randomly test student athletes at state-series events. Students who test positive will be subject to both IHSA penalties and District discipline. Please see enclosed Prohibited Substance Testing Program Procedures on Page 12 of this Handbook.

Engaging in any act which could be found to violate a local ordinance or state/federal criminal code; or
Conviction of a felony offense.

Gang and Gang-Related Activities

Sterling High School and Sterling Public Schools prohibit the existence and/or presence of gangs, gang-like or gang-related activities on school property or at any activity associated with or under the general guidance of school authorities.

Gang activity includes activities which involve or relate to criminal practices. A youth gang is an organized group of two or more persons, some of whom may be students, whose purpose, in whole or in part, is to exhibit or display intimidation or threatening behavior toward others, to inflict physical injury or violence on any person (assault), to commit vandalism, extortion, or theft, to promote gang presence through the display of gang symbols, graffiti or colors to commit illegal acts, to violate school rules regarding gangs or to engage in solicitation of other students to further gang goals or activities. Such activities are strictly prohibited at the District's schools, on school property, including school vehicles, or at any Co-Curricular activities, whether at home or away events.

No student on or about school premises or at any school activity shall engage in the following:

1. Wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge, symbol, sign, or other item which is evidence of membership or affiliation in any gang;
2. Draw gang graffiti or distribute gang-related literature to further gang goals or activities;

3. Commit any act, or use any speech, either verbal or non-verbal (gestures, handshakes, etc.) in furtherance of gang activity or in identification of gang membership or involvement;
4. Solicit others for membership in any gang or for participation in any gang activity;
5. Request any person to pay protection to a gang or otherwise act to extort or intimidate any person;
6. Commit any other illegal act or other violation of District policies as part of gang activities;
7. Incite other persons to act with physical violence upon any other person as part of gang activities; or
8. Attend any activity or commit any act that could be interpreted as supporting or relating to gangs or gang activity.

Any student participant involved in gang, gang-like or gang-related activities will be in violation of the Co-Curricular Activities Code of Conduct and will be subject to the appropriate level of discipline. This discipline may include, but is not limited to, dismissal from the activity or athletic team, exclusion from participation in subsequent school activities and/or suspension or a recommendation to the Board of Education for expulsion from school. The student may face separate and/or additional disciplinary consequences as outlined in the Sterling High School Student Handbook.

Hazing/Bullying

Sterling High School recognizes the dignity and worth of all individuals, and in keeping with that belief, prohibits any and all forms of hazing/bullying or initiation rites for any Co-Curricular or school-related activity. "Hazing/Bullying" refers to any act, whether physical mental, emotional, or psychological, intentional or otherwise, which subjects an individual student or group of students, to any situation or expectation that may potentially abuse, mistreat, degrade, humiliate, harass, harm, intimidate, or compromise such student or group of students' inherent dignity as a person(s).

Hazing/Bullying includes, but is not limited to:

1. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking or placing a harmful substance on the body;
2. Any type of physical activity, such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student;
3. Any activity involving the consumption of a food, liquid, alcoholic beverage, drug, tobacco product or other substances that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student;
4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, shame or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from remaining in school;
5. Any activity that includes the victimization of another student, sexual harassment, or sexual violence; or
6. Any activity that includes, causes or requires the student to perform a task that involves a violation of state or federal law.

Any student involved in hazing/bullying or initiation rites will be subject to disciplinary action. This action may include, but is not limited to, dismissal from the activity or athletic team, exclusion from participation in subsequent school activities and/or suspension or a recommendation to the school board for expulsion from school. These rules apply to all students during the school year, summer, in-season or out-of- season, on or off school property, during or outside of school hours. The student may face separate and/or additional disciplinary consequences as outlined in the Sterling High School Student Handbook.

CO-CURRICULAR ACTIVITIES CODE OF CONDUCT VIOLATIONS – GENERAL PROCEDURES

Investigating Alleged Violations

Any student, faculty member or individual with knowledge of a student violation may report the violation to the Activities Director. However, in the event a student, faculty member or individual reports a violation, that student, faculty member or individual must agree to meet with the accused student regarding the alleged violation. When the Activities Director receives notice that a student has violated the Co-Curricular Activities Code of Conduct, the Activities Director will commence an investigation. The Activities Director will schedule a meeting with the student, if the student is available, to discuss the alleged violation. The Activities Director will also discuss the alleged violation with the student's Activity Sponsor and all other individuals with knowledge of the alleged conduct. After completing his/her investigation, the Activities Director will meet with the student to discuss his/her findings and the penalty, if applicable.

Voluntary Admission

A student may voluntarily admit that he/she violated the Co-Curricular Activities Code of Conduct and forgo the Activities Director's investigation. The Activities Director will then schedule a meeting with the student to discuss the student's penalty.

Award Ineligibility

Any student found to be in violation of the Co-Curricular Activities Code of Conduct will NOT be considered for end-of-season awards including MVP, Captain, and All Conference Honors, as well as individual team awards. In the event the student violation is not determined until after the award was already presented, the Activities Director may revoke the award or carry forward to the next season or year the student's ineligibility to receive another award.

CONSEQUENCES FOR CO-CURRICULAR ACTIVITIES CODE OF CONDUCT VIOLATIONS

First Offense:

When the Activities Director determines that a student has committed a violation, the student's parent(s)/guardian(s) shall receive, by regular mail, written notice that the student has been found to have committed an offense in violation of the Co-Curricular Activities Code of Conduct. Such notice will state the type of offense and the penalty that will be applied. The first offense will result in suspension from the activity for not less than one third (1/3) of the year or season based upon either: (1) for IHSA/IMEA sponsored activities, the maximum number of contests according to IHSA regulations for all athletic activities and IMEA regulations for music activities; or (2) for all other activities, the maximum number of contests, competitions or performances for a specific activity. If the violation occurs at or near the end of a year or season, any unserved part of the suspension will be carried over to the next year or season of participation. The student will be required to practice/meet, but not participate in any contests/competitions/performances, with the team or organization, regardless of the violation (except for during any period of suspension from school). The student must continue to participate and abide by all the expectations of the Activity Sponsor.

A student who has committed a prohibited substances related offense will be referred to his/her counselor for education on substance abuse and counseling and will participate in a mandatory, five (5) week, drug and alcohol program through the Student Assistance Program. After completing the five (5) week program, the student must submit a certificate of completion to the Activities Director. Before competing in any IHSA/IMEA sponsored contests, or any contests, competitions or performances in other Co-Curricular activities, the student must submit evidence to the Activities Director that the student completed ten (10) hours of school-approved community service within sixty (60) calendar days of the date of the violation. A student's failure to comply with the drug and alcohol program requirements, to complete the required community service hours and/or to submit the necessary certificates of completion to the Activities Director will result in the student's one (1) year suspension from interscholastic competition and/or the Co-Curricular activity.

Second Offense:

When the Activities Director determines that a student has committed a second violation, the student's parent(s)/guardian(s) shall receive, by regular mail, written notice that the student has been found to have committed a second offense in violation of the Co-Curricular Activities Code of Conduct. Such notice will state the type of offense and the penalty that will be applied. The second offense will result in a ninety (90) day suspension from interscholastic competition and/or the activity. The student may practice/meet, but not participate in any contests/competitions/performances, with the team or organization during his/her suspension, upon the discretion of the Activity Sponsor/

A student who has committed a second prohibited substance related offense, or who has committed a First Offense and subsequently committed his/her first prohibited substance related offense will be referred to an outside agency for participation in an approved substance abuse education and counseling program at the student's expense. After completing this outside program, the student must submit a certificate of completion to the Activities Director. Before competing in any IHSA/IMEA sponsored contests, or any contests, competitions or performances in other Co-Curricular activities, the student must submit evidence to the Activities Director that the student completed twenty-five (25) hours of school-approved community service within sixty (60) calendar days of the date of the violation. A student's failure to comply with the prohibited substances program requirements, to complete the required community service hours and/or to submit the necessary certificates of completion to the Activities Director will result in the student's one (1) year suspension from interscholastic competition and/or the Co-Curricular activity.

Third Offense:

When the Activities Director determines that a student has committed a third violation, the student's parent(s)/guardian(s) shall receive, by regular mail, written notice that the student has been found to have committed a third offense in violation of the Co-Curricular Activities Code of Conduct, the type of offense and the penalty that will be applied. The third offense will result in the loss of the student's privilege to participate in interscholastic competition or Co-Curricular activities for the remainder of the student's career in Sterling Community Unit School District # 5.

IHSA Penalty for Performance-Enhancing Drug Penalties

A Student who tests positive for performance-enhancing drugs will be ineligible for a period of 365 days from the date the test results are reported to the student and the school. The student may apply for reinstatement of athletic eligibility after 90 calendar days, following successful completion on an approved educational program and a negative test for performance-enhancing drugs.

IHSA Banned Drug Classes 2009-10

The value of high school interscholastic programs is found in the over-all physical, emotional, and intellectual development of student-athletes. In that pursuit, anabolic steroids and performance-enhancing dietary supplements offer no positive contribution. Rather, their use jeopardizes not only the health of student-athletes, but also impedes in their over-all development. And since this use runs counter to the purpose and value of interscholastic programs, coaches, administrators, school officials or employees, or booster club/support group members have an obligation and responsibility to provide only healthy, safe, and approved substances to student-athletes. IHSA By-Law 2.170, which took effect on July 1, 2007, strengthens the relationship between students and their schools by affirming the school's commitment to offering a safe environment in which their students can develop.

The purpose of this document is to provide schools, athletes, and parents with a description of those substances that are considered banned by the IHSA, and, therefore, substances student-athletes can not take and maintain their athletic eligibility. This document presents the banned drug classes to be in effect for the 2009-10 school year. As a part of the IHSA's Drug Testing Program, the IHSA Board of Directors shall annually approve the association's banned drug classes, and that group reserves the right to adjust the banned classes as necessary at any time. The classes shall be made available to schools and other interested parties through the IHSA's website.

Background: The term "related compounds" comprises substances that are included in the class by their pharmacological action and/or chemical structure. No substance belonging to the prohibited class may be used, regardless of whether it is specifically listed as an example.

Many nutritional/dietary supplements contain banned substances. In addition, the U.S. Food and Drug Administration (FDA) does not strictly regulate the supplement industry; therefore purity and safety of nutritional dietary supplements cannot be guaranteed. Impure supplements may lead to a violation of the IHSA Drug Testing Program. The use of supplements is at the student-athlete's own risk for students are ultimately responsible for what they ingest. Student-athletes should contact their physician or athletic trainer for further information.

The following is a list of banned-drug classes, **with some examples of substances under each class. No substance belonging to the banned drug class may be used, regardless of whether it is specifically listed as an example.**

1. Stimulants

amiphenazone, amphetamine, bempiride, benzphetamine, bromantan, caffeine¹ (guarana), chlorphentermine, cocaine, cropropamide, crothetamide, diethylpropion, dimethylamphetamine, doxapram, ephedrine (ephedra, ma huang), ethamivan, ethylamphetamine, fencamfamine, meclofenoxate, methamphetamine, methylenedioxymethamphetamine (DMA, ecstasy), methylphenidate, nikethamide, octopamine, pemoline, pentretazol, phendimetrazine, phenmetrazine, phentermine, phenylpropanolamine (PPA), picrotoxine, pipradol, prolintane, strychnine, synephrine (citrus aurantium, zhi shi, bitter orange), and related compounds

2. Anabolic Agents: Anabolic Steroids

androstenediol, androstenedione, boldenone, clostebol, dehydrochloromethyltestosterone, dehydroepiandrosterone (DHEA), dihydrotestosterone (DHT), dromostanolone, epitrenbolone, fluoxymesterone, gestrinone, mesterolone, methandienone, methyltestosterone, nandrolone, norandrostenediol, norandrostenedione, norethandrolone, oxandrolone, oxymesterone, oxymetholone, stanozolol, testosterone², tetrahydrogestrinone (THG), trenbolone, and related compounds

3. Diuretics

acetazolamide, bendroflumethiazide, benzhiazine, bumetanide, chlorothiazide, chlorthalidone, ethacrynic acid, finasteride, flumethiazide, furosemide, hydrochlorothiazide, hydroflumethiazide, methyclothiazide, metolazone, polythiazide, probenecid, quinethazone, spironolactone (canrenone), triamterene, trichlormethiazide, and related compounds

4. Peptide Hormones and Analogues

Corticotrophin (ACTH), human chorionic gonadotrophin (hCG), luteinizing hormone (LH), growth hormone (GHG, somatotrophin), insulin like growth hormone (IGF-1)

All the respective releasing factors of the previously-mentioned substances also are banned:

erythropoietin (EPO), darbypoetin, sermorelin

Definitions of unacceptable levels depend on the following:

1for caffeine — if the concentration in urine exceeds 15 micrograms/ml

2for testosterone — an adverse analytical finding (positive result) based on any reliable analytical method (e.g., IRMS, GCMS, CIR) which shows that the testosterone is of exogenous origin, or if the ration of total concentration of testosterone to that of epitestosterone in the urine is greater than 6:1, unless there is evidence that this ratio is due to a physiological or pathological condition.

CO-CURRICULAR ACTIVITIES CODE OF CONDUCT COUNCIL

1. In the event a student disagrees with the Activities Director's finding of guilt in relation to a Co Curricular Activities Code of Conduct violation, the student may appeal the Activities Director's finding of guilt to the Building Principal and request an informal hearing before the Co-Curricular Activities Code of Conduct Council. The student must submit this appeal in writing to the Building Principal within seven (7) calendar days of the date on the Activities Director's written notice to the parent(s)/guardian(s).
2. A student appealing the Activities Director's determination of guilt to the Code of Conduct Council may, but is not obligated to, practice with the organization until the Code of Conduct Council's final decision. However, the student will **not** be permitted to participate in any contests/competitions/performances during the pendency of the appeal.
3. After receiving notice of the student's appeal from the Building Principal, the Activities Director will assemble the Code of Conduct Council for an informal hearing on the student's alleged violation. The Code of Conduct Council is comprised of three (3) District faculty members. The Code of Council will schedule the hearing within seven (7) calendar days of the Building Principal's receipt of the student's written notice of appeal.
4. The Activities Director will telephone and send written notification to the student and parent(s)/guardian(s) of the hearing date before the Code of Conduct Council. The student and his/her parent(s)/guardian(s) must attend the Code of Conduct Council hearing to address the Council and present evidence in support of the student's position. The Council will hear evidence regarding the alleged violation and the Activities Director's recommended finding. In the event the student and/or parent(s)/guardian(s) fail to appear at the Council hearing, the Code of Conduct Council will automatically adopt the Activities Directors' findings and determinations.
5. The Code of Conduct Council will announce its decision regarding the student's alleged violation to the student and his/her parents(s)/guardian(s) at the conclusion of the hearing.
6. If the Code of Conduct Council reverses the Activities Director's determination of guilt, the student will continue to participate without penalty for the alleged violation and may immediately participate in contests/competitions/performances from the date of the Code of Conduct Council's decision. If the Code of Conduct Council adopts the Activities Director's determination of guilt, the student will immediately begin serving the penalty on the date of the Code of Conduct Council's decision.
7. In the event the Code of Conduct Council adopts the Activities Directors' determination of guilt, the student may appeal the Council's decision to the Building Principal or his/her designee. Any appeal of the decision of the Code of Conduct Council must be made in writing to the Building Principal or his/her designee within three (3) calendar days of the Council's decision. The Building Principal or his/her designee will issue his/her final decision within seven (7) calendar days of the Building Principal's receipt of the student's notice of appeal. The Building Principal's decision will be final.

CO-CURRICULAR ACTIVITIES PROHIBITED SUBSTANCE TESTING PROGRAM

Students who participate in any Co-Curricular activity are subject to random testing for prohibited substances, as required by Board Policy 7:240, *Co-Curricular Activities Prohibited Substance Testing Program*. "Prohibited substances" include, but are not limited to, drugs, alcohol, nicotine, tobacco, steroids and performance-enhancing drugs.

Consent: As a condition of the student's participation in a Co-Curricular activity, the parent(s)/guardian(s) and the student participant give consent for random testing for prohibited substances when they sign the "**Co-Curricular Activities Handbook Consent Form**" (see page 19 of the Handbook). If the parent(s)/guardian(s) and student participant refuse to sign the consent form, the student participant will be prohibited from participating in all Co-Curricular activities. By signing the consent form, the parent(s)/guardian(s) and student participant acknowledge they have received, read and understood the prohibited substance testing procedures. Specifically, the parent(s)/guardian(s) are stating that they desire their son/daughter to participate in one or more of the Co-Curricular activities offered by the Sterling Public Schools and agree to be subject to these terms. The parent(s)/guardian(s) and the student accept the method of obtaining urine specimens, testing and analyses of such specimens, and all other aspects of the prohibited substance testing program. The student agrees to cooperate in furnishing such urine specimens which may be required from time to time. The student participant and parent(s)/guardian(s) further agree and consent to the disclosure of the sampling, testing and results as provided for in this program.

Student Selection: All student athletes are selected on a random basis at unannounced times. The District utilizes computer software to select the student participants who are to be tested. Each time the District administers the software program, every student participant is subject to selection, even if he/she has been randomly selected on previous occasions. ***The District also specifically reserves the right to test any student participant at any time if the District has a reasonable suspicion the student participant has used a prohibited substance.***

Refusal to be Tested: **If a student participant is randomly selected and refuses to be tested, such refusal shall be treated as an offense, and the student participant will receive the corresponding penalty outlined for a positive test for prohibited substances under the Co-Curricular Activities Code of Conduct (e.g., a student participant who has already committed one offense of any nature and then refuses to be tested, shall face the consequences of a positive test for prohibited substances outlined in the Co-Curricular Activities Code of Conduct for second offenses). In addition, the parent(s)/guardian(s) will be telephoned and informed that the student participant refused to be tested.**

On-Site Testing: The testing will be conducted by the Activities Director, a school nurse or a nurse from an outside agency. The Activities Director and the school nurse are both trained in administering the testing, collecting the specimen and screening each student participant. Once a student participant is selected, he or she will be called to the Nurse's office, where he/she must identify him/herself by presenting his/her "student identification" card and name.

Collection: Upon being selected for a urinalysis test, the Activities Director, Clean Testing Connections, or a nurse, will provide the student participant a sanitized kit containing a specimen bottle. The student participant shall provide a specimen of "fresh" urine according to the quality control standards of ACL Laboratories or Western Slopes Labs. The student participant will be directed to a restroom stall and will have 2 minutes to produce a specimen. The water in the commode will contain blue dye to prevent dilution. The faucets in the restroom will be turned off. While producing the specimen, the student participant will be under indirect observation by either a nurse or the Activities Director. If unable to produce an adequate specimen, the student participant will be given up to 40 ounces of fluid to drink. If unable to produce a specimen within 2 hours of drinking the fluid, the student participant will be taken to the Activities Director's office and will face the same consequences as a student participant who refuses to be tested. In addition, the parent(s)/guardian(s) will be telephoned and informed that the student participant is unable to produce a specimen for the testing procedure.

The head strip on each specimen bottle indicates the temperature of the urine. Any specimen registering below 90 degrees or above 100 degrees Fahrenheit will be deemed invalid. If a specimen is invalid, or the student participant tampers or cheats during the collection process, he/she will face the same consequences as a student participant who refuses to be tested. In addition, the student participant's parent(s)/guardian(s) will be contacted to

report the invalid specimen, and the student participant will receive the “first offense” penalty in the Co-Curricular Activities Code of Conduct in violation of the Code of Conduct.

Once the student participant produces a specimen of urine, he or she will hand the specimen bottle to a nurse or Activities Director for initial testing. The specimen bottle shall remain in both the student’s and the nurse/Activities Director’s sight throughout the initial testing process.

Initial Screening: A nurse, or the Activities Director, will perform an initial screening for the presence of prohibited substances using a ten panel 1-Cup, along with a dip strip for nicotine. If the results of the initial test are negative, no additional testing will be conducted and the student participant may return to class with an admit slip or pass stating the time he or she left the nurse’s office.

If the results of the initial test are “non-negative,” the Activities Director will notify the student participant and contact the parent(s)/guardian(s) via telephone. If the student participant admits to the use of (a) prohibited substance(s), no further testing will be performed (**unless requested by the parent(s)/guardian(s) at the parent(s)/guardian(s)’s expense**) and the student will face the consequences associated with a positive test for prohibited substances outlined under the Co-Curricular Activities Code of Conduct. Otherwise, a second confirming test will be performed through ACL Laboratories or Western Slopes Labs using a method of greater accuracy and reliability than the initial test. The student will be permitted to practice during the pendency of the second confirming test. The student will **not** be allowed to participate in any contests, competitions or performances during the pendency of the second confirming test. The student participant testing non-negative who is taking prescribed medication(s) will have twenty-four (24) hours to provide written verification to a nurse or the Activities Director via a copy of the prescription or physician authorization. The nurse and/or the Activities Director will provide ACL Laboratories or Western Slopes Labs with the prescription and/or physician authorization. ACL Laboratories or Western Slopes Labs will determine if the prescribed medication(s) caused the “non-negative” result.

Chain of Custody: If a student participant’s urine specimen tests non-negative and the student does not admit that he/she used a prohibited substance(s), the student must complete a Chain of Custody form and observe while a nurse or the Activities Director affixes a lid and a seal on the specimen bottle. After affixing the identification label and seal on the specimen, either the nurse or the Activities Director will deliver the specimen to the Activities Director’s office. The Activities Director will package the specimen in an appropriate container and ship the specimen to ACL Laboratories or Western Slopes Labs for confirmation testing.

Confirming Prohibited Substance Testing: Clean Testing Connections contracts with ACL Laboratories or Western Slopes Labs of Global Lab Solutions, Inc., as the licensed medical facility responsible for performing confirming prohibited substance tests on those specimens deemed “non-negative” by the initial screening process. Confirming prohibited substance testing shall be performed at District expense (unless the student has already admitted to prohibited substance use and the confirming test is being performed at the request of the parent(s)/guardian(s)). Global Lab Solutions, Inc. is the Medical Review Officer (“MRO”). The MRO will verify that the laboratory report and the specimen are correct; will review and interpret each confirmed positive test to determine if there is an alternative medical explanation for the positive result; will conduct interviews with the student participants testing positive; review any medical history and medical records submitted by the student participant testing positive to determine if a positive result was caused by legally prescribed medication; and require a retest of the original specimen if the MRO deems it necessary.

If the confirming prohibited substance test is positive, the MRO will inform the student's parent(s)/guardian(s) and allow the student participant a reasonable time, not to exceed three (3) days, to provide additional medical evidence of a legal prescription which may be accountable for the positive test result. If the MRO determines there is a legitimate medical explanation for the positive test, other than the use of a prohibited substance, the MRO will conclude the test is negative and will not take any further action. Likewise, if the MRO determines that a particular test is scientifically insignificant, the MRO will conclude that the test is negative. If the MRO determines there is no legitimate explanation for the positive test other than use of a prohibited substance, the MRO will communicate the test results in writing as a “positive” or a “negative” to a nurse or the Activities Director. The Activities Director will notify the student and parent(s)/guardian(s) of “negative” or “positive” test results in writing.

Retesting Requested by Student Participant: The student participant and/or his parent(s)/guardian(s) may request the urine specimen be tested again by a certified laboratory at their own expense.

Specimen Retention: ACL Laboratories or Western Slopes Labs retains the student's original specimen for one (1) year.

Record Retention – Confidentiality: The Activities Director and nurse will receive copies of test results from ACL Laboratories or Western Slopes Labs. Information on a confirmed "positive" test result will be shared on a need-to-know basis with the Building Principal, the student participant's guidance counselor, and Activity Sponsor. The results of "negative" tests will be kept confidential. ACL will permanently retain the testing results.

Consequences of a Positive Test Result on the Student's Future Participation in Co-Curricular Activities: The student participant who tests positive for prohibited substances will face the corresponding penalty outlined under the Co-Curricular Activities Code of Conduct according to the number of previous offenses, if any.

Voluntary Admission of Prohibited Substance Abuse

It is the desire of Sterling High School and Sterling Public Schools to assist all students with the rehabilitation of substance abuse problems. In keeping with this philosophy, a student will have **one** (1) opportunity to seek help with substance abuse issues from school administration without jeopardizing his/her immediate participation or eligibility in his/her Co-Curricular activity. If a student seeks out a coach/sponsor or administrator to admit a substance problem, the student will be referred to his/her individual counselor for education on substance abuse and counseling and the student will **not** be suspended from the Co-Curricular activity, provided the student meets/follows the following conditions:

1. The student is not already under investigation for the violation of the Code of Conduct at the time they request the help;
2. The student has not previously been suspended for violation of the Code of Conduct;
3. The student and his/her parent(s)/guardian(s) agree to go for a formal substance abuse assessment at a school-approved agency and to participate in a school-approved substance abuse education program paid for by the student or the student's parent/guardian;
4. Upon completion of the substance abuse education program, the student must submit written verification of completion to the Activities Director; and
5. The student must complete ten (10) hours of school-approved community service within thirty (30) calendar days of the student's voluntary admission and must also submit a certificate of completion to the Activities Director.

If the student meets the above criteria, the student will not be suspended from Co-Curricular activity participation. However, pursuant to the *Consequences for Co-Curricular Activities Code of Conduct Violations* section of this Handbook, any subsequent Code violation after the student's voluntary admission will be considered the student's "second offense." If the student fails to adhere to the voluntary admissions requirements listed above, the student will be suspended from the Co-Curricular activity for the remainder of his/her high school career.

A student who has just been selected for random prohibited substance testing will not be permitted to voluntarily admit to a substance problem for the purposes of avoiding the prohibited substance abuse testing process and/or maintaining eligibility to continue participation in his/her Co-Curricular activity. A student who voluntarily admits to a substance problem will remain in the random testing pool.

THE RESPONSIBILITIES OF SPORTSMANSHIP

The following guidelines have been suggested by the Illinois High School Association for fans and participants at the high school athletic events, to promote the general welfare of conduct and cooperation.

The Spectator:

1. Attempts to understand and be informed of the playing rules
2. Appreciates a good play, no matter who makes it
3. Cooperates with and responds enthusiastically to cheerleaders
4. Shows compassion for an injured player; applauds positive performance; does not heckle, jeer or distract players
5. Avoids use of profane and obnoxious language and behavior
6. Respects the judgment and strategy of the coach, and does not criticize players or coaches for loss of a game
7. Respects property of others and authority of those who administer the competition
8. Censures those whose behavior is unbecoming

The Player:

1. Treats opponents with respect
2. Plays hard, but plays within rules
3. Exercises self-control at all times, setting the example for others to follow
4. Respects officials and accepts their decisions without gesture or argument
5. Wins without boasting, loses without excuses, and never quits
6. Always remembers that it is a privilege to represent the school and community

SPORTS FIELDS NAMES

Football Stadium - Roscoe Eades
Track - DuWayne Dietz Track
Fieldhouse - Homer Musgrove Fieldhouse

SCHOOL SONGS

SCHOOL LOYALTY SONG

S.H.S., we're students loyal and true
And we pledge our love to the Gold and the Blue
Held in honor you will ever be
And disgrace from us you'll never see.
We will always love and honor thy name
And through us we'll try to spread thy fame.
Whether basketball or track
Base or football we will back,
Our dear old S.H.S.

Oski wa wa, skinny wa wa
Sterling High School
Rah, Rah, Rah.

S.H.S., we're students loyal and true,
And we pledge our love to the Gold and the Blue,
Held in honor you will ever be,
And disgrace from us you'll never see.
We will always love and honor thy name,
And through us we'll try to spread thy fame.
Whether basketball or track,
Base or football we will back,
Our dear old S.H.S.

Rickey, Rackety, Rickety, Boom!
Rickety, Rackety, Rickety, Boom, Boom Sterling Boom!

ALMA MATER SONG

The banners of our high school
The Gold and Royal Blue;
All tell of Sterling's glory,
And honor ever true.
So sing ye sons and daughters,
And loud her praises tell;
All hail to Alma Mater,
Full let the chorus swell.

